

**CITY OF SEQUIM  
PLANNING COMMISSION MINUTES  
152 WEST CEDAR STREET  
SEQUIM, WA  
November 17, 2015**

**1. CALL TO ORDER, PLEDGE OF ALLEGIANCE & ROLL CALL:**

Present: Marc Connelly, Karen Mahalick, Bill Sterhan

Excused: Olaf Protze, Sita Thompson, Jon Wendt

**2. APPROVAL OF MINUTES: September 29, 2015 Special Meeting**

**3. ITEMS FROM THE PUBLIC NOT ALREADY ON THE AGENDA**

**5. UNFINISHED BUSINESS**

**a. Draft Stormwater Management Plan: Funding Strategies**

Public Works Director David Garlington stated this is an informational meeting but the funding strategies will allow us to move forward with the Stormwater Plan. We will not be asking for rate hikes to pay for the work and will delay other work to put emphasis on stormwater.

Matt Fontaine with Herrera and Art Griffith with FG Solutions attended the meeting.

Ann Soule provided an outline of tonight's presentation. She showed a short video of Sequim stormwater issues in the City. Today was a good day to check stormwater issues due to the heavy rain. She reviewed the program status and needs. The draft plan was released in May 2015 and the project timeline has been drawn out through late 2016.

Art Griffith specializes in helping communities make decisions with the water, sewer and stormwater utilities. He is here to answer questions about the cost of a stormwater program and how it can be paid for. Currently we spend about \$100,000 per year for street sweeping and storm drain cleaning. This is about \$1.80 per month per average household. The financial analysis estimated the total cost for different levels of service, and how they translate to monthly costs for single family residences.

The City can pay for the programs by continued use of water and sewer rates; ad valorem property tax; stormwater fees; special purpose district or a combination of these. All alternatives collect the same amount per month but it is done differently. He described the different alternatives in more detail. See the attached Final Draft Memorandum for more details concerning the Plan.

There was general discussion concerning how customers are charged in other cities.

Garlington stated the plan and recommendations we want to make would be Tier A. For all of the tiers we will be looking for grants and low interest loans to help pay for it. He reviewed reasons why we won't charge additional revenue at this time. He indicated there will be staff cross-training that will be more efficient for our workers using our equipment. An adopted plan allows us to search for funding sources.

Connelly suggested setting up a Tier B reserve in the funds being collected for Tier A so residents won't be hit so hard. Garlington stated administering these reserve funds can be labor intensive. He envisions that we are showing Council, citizens and state agencies we are moving in the right direction.

#### 4. NEW BUSINESS

- a. New Comprehensive Plan: Implementation for Regulatory Consistency (staff presentation and Commission discussion).

Hugo thanked the Commission for their assistance in creating and recommending the Comp Plan that has been adopted by Council.

He provided a checklist to assess the condition of the development code environment. He feels using a checklist like this will assist in deciding whether we have finished our work.

Hugo discussed different chapters in SMC Title 18 Zoning. He provided handouts to assist in reworking the code update. These included Essential Short-term Amendments to Regulations, a sample chart of the Neighborhood Center (NC) zone for ease in use; and a chart showing sections of the code that require change. We will be working on this in the new year.

The Commission felt the chart format is easily readable and user friendly. Excluded uses possibly should be added to the chart.

There was general discussion concerning re-writing the zoning code. Hugo said the updates will be done before he retires in around 2 years.

#### 6. DIRECTOR'S REPORT

- a. Adoption of Comp Plan at Council meeting on 10/26.
- b. Ad hoc amendments to regulations in early 2016.

There will be some zoning code amendments to address after the new year including types of fencing parking in parks. Hugo spoke briefly about them.

7. GOOD OF THE ORDER

8. ADJOURNMENT

Respectfully submitted,

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Roberta J. Usselman, MMC  
Deputy City Clerk

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Marc Connelly, Commission Member